

CITY OF MUSKEGON

CITY COMMISSION MEETING

SEPTEMBER 23, 2008

CITY COMMISSION CHAMBERS @ 5:30 P.M.

MINUTES

The Regular Commission Meeting of the City of Muskegon was held at City Hall, 933 Terrace Street, Muskegon, Michigan at 5:30 p.m., Tuesday, September 23, 2008.

Mayor Warmington opened the meeting with a prayer from George Monroe from the Evanston Avenue Baptist Church after which the Commission and public recited the Pledge of Allegiance to the Flag.

ROLL CALL FOR THE REGULAR COMMISSION MEETING:

Present: Mayor Stephen Warmington, Commissioners Sue Wierengo, Steve Wisneski, Chris Carter, and Lawrence Spataro, City Manager Bryon Mazade, City Attorney John Schrier, and City Clerk Ann Marie Becker.

Absent: Vice Mayor Gawron and Commissioner Shepherd (both excused).

2008-83 CONSENT AGENDA:

A. Approval of Minutes. CITY CLERK

SUMMARY OF REQUEST: To approve minutes for the September 8th Commission Worksession, and the September 9th Regular Commission Meeting.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approval of the minutes.

B. Election Receiving Board. CITY CLERK

SUMMARY OF REQUEST: An Election Receiving Board is allowed to check paperwork for accuracy on election night. Michigan State Election Law requires that each municipality adopt a resolution if they utilize a Receiving Board for elections.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To adopt the resolution.

C. Office Supplies Vendor. FINANCE

SUMMARY OF REQUEST: Since 2000, the City has used Staples as its sole-source vendor for office supplies. Oakland County has made available its *America Saves* office supplies program with OfficeMax which staff believes offers better value for the City:

- Contract competitively bid by Oakland County saving our staff time. City purchasing power pooled and leveraged – i.e. *America Saves* has 300+ government participants spending \$27 million on office supplies yearly.
- Preferred pricing arrangement for copy paper which it is estimated will lower paper costs by 7-10% and free up staff time spent on soliciting bids and handling inventory.
- City may discontinue participation any time.
- Program offers other valuable services such as obsolete technology recycling and initiatives to make office supply consumption as “green” as possible.
- City pricing extended to employees – a valuable no-cost employee benefit we can provide.
- Opportunity to support business located within City.

FINANCIAL IMPACT: The City spends approximately \$40,000 on office supplies (including copy paper) annually. Communities participating in *America Saves* report an average 12% savings (\$4,800). The City will also save in other ways such as moving away from maintaining large inventories of copy paper.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approval for the City to participate in the *America Saves* purchasing contract through Oakland County and approval of the preferred paper pricing program agreement letter with OfficeMax.

D. Harvey Booster Station Door Replacement. WATER FILTRATION

SUMMARY OF REQUEST: Authorize staff to enter into an agreement with Muskegon Construction Company for replacement of two personnel doors and one loading dock double-door at the Harvey Street Booster Station at a cost of \$12,267.

FINANCIAL IMPACT: Replacement cost of \$12,267.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Staff recommends the Mayor and City Commission approve the door replacement by Muskegon Construction Company at a cost of \$12,267.

E. Rezoning Request for Property Located at 1338 S. Getty Street.

PLANNING & ECONOMIC DEVELOPMENT

SUMMARY OF REQUEST: Request to rezone the property located at 1338 S. Getty Street, from B-4, General Business District to R, One Family Residential District.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Staff recommends approval of the request.

COMMITTEE RECOMMENDATION: The Planning Commission recommended approval of the request at their September 11th meeting. The vote was unanimous with T. Michalski, B. Larson and J. Aslakson absent.

F. Amendment to the Zoning Ordinance – Outdoor Seating. PLANNING & ECONOMIC DEVELOPMENT

SUMMARY OF REQUEST: Request to amend Section 2308, #2 (Outdoor Seating) of Article XXIII (General Provisions) to require a minimum of 6 feet of paved area for pedestrian circulation.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Staff recommends amendment of the Zoning Ordinance to require a minimum of 6 feet of paved area for pedestrian circulation.

COMMITTEE RECOMMENDATION: The Planning Commission recommended approval of the request at their September 11th meeting. The vote was unanimous with T. Michalski, B. Larson, and J. Aslakson absent.

H. Acceptance of an Easement from Downtown Muskegon Development Corporation on First Street between Alley (Block 310) and Clay. ENGINEERING

SUMMARY OF REQUEST: Authorize the Mayor and City Clerk to sign the easement documents which include an Assignment of All Interests and Assumption of Obligations of the First Street Reciprocal Easement document. This action will bring the City one step closer to reclaiming First Street for reinstatement as a public road.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None at this time.

STAFF RECOMMENDATION: Accept easement and direct staff to record.

Motion by Commissioner Carter, second by Commissioner Wisneski to approve the Consent Agenda as read minus item G.

ROLL VOTE: Ayes: Warmington, Wierengo, Wisneski, Carter, and Spataro

Nays: None

MOTION PASSES

2008-84 ITEM REMOVED FROM THE CONSENT AGENDA:

G. Grant an Easement to Downtown Muskegon Center No. 2 over Market Street. ENGINEERING

SUMMARY OF REQUEST: Authorize the Mayor and City Clerk to sign the easement documents granting DMDC No. 2 an easement over that part of Market Street that had not been vacated in the past for the purpose of creating a public park facility.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None at this time.

STAFF RECOMMENDATION: Grant an easement to DMDC No. 2 as outlined in the easement document.

Motion by Commissioner Spataro, second by Commissioner Wisneski to grant the easement to DMDC No. 2 as outlined in the easement document.

ROLL VOTE: Ayes: Spataro, Warmington, Wierengo, Wisneski, and Carter

Nays: None

MOTION PASSES

ADJOURNMENT: The City Commission Meeting adjourned at 5:38 p.m.

Respectfully submitted,

Ann Marie Becker, MMC
City Clerk